Data Warehouse Training: Finance Reporting Basics

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Your instructor

- ## Jerry Myers

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Agenda

- ▶ Identify reporting options

- ▶ Understand the data availability and how it is structured in each source

- ▶ Identify which source to select

Terminology

- EDW – The data warehouse environment that AITS stores and combines data for use by all University of Illinois campuses.

- BusinessObjects – an SAP suite of products which allows customers to view, sort and analyze data.

- EDDIE – The University's acronym (Enterprise Data Delivery Information Environment) for the web-based delivery of BusinessObjects.

- Webi – short for Web Intelligence; the self-service environment for creating ad hoc queries, a component of BusinessObjects.

- Standard Report – In the case of finance, a report developed with OBFS to ensure accurately deliver data commonly needed by customers, often business managers.

- Solution Library – Reports created for specific purposes that can easily be edited for your specific needs.

OBFS Resources

▶ **Accounting & Financial Reporting website:**
   https://www.obfs.uillinois.edu/accounting-financial-reporting/

▶ **Additional training:**
   https://www.obfs.uillinois.edu/training/materials/accounting/

▶ **Sign up for additional training:**
   https://www.obfs.uillinois.edu/training/registration/

https://www.obfs.uillinois.edu/

Decision Support – AITS Resources

▶ **AITS Reporting website:**
  https://www.aits.uillinois.edu/services/reports_and_data

▶ **Additional training:**
  https://www.aits.uillinois.edu/services/reports_and_data/help_and_training/training/

▶ **Metadata** (including Universe Information and Solution Library):
  https://www.aits.uillinois.edu/services/reports_and_data/about_data/metadata/

▶ **Answers:**
  https://answers.uillinois.edu/ua/

https://www.aits.uillinois.edu/services/reports_and_data

Data resources available

Universes

Refreshed monthly

- DM – Expense Trends Reporting
- DM – Finance Grants Lifecycle
- DM – Finance Grants Summary

Refreshed daily

- EDW – Finance CFOAPAL (FinCFOAPAL)
- EDW – Finance Fixed Assets (FinFixdA)
- EDW – Finance Grants AR
- EDW – Finance Grants Proposals (FinGRNTP)
- EDW – Finance ICR
- EDW – Finance Ledgers OL GL

- EDW – Finance Merchant Card Trans
- EDW – Finance Pcard Transactions (FinPCard)
- EDW – Finance Posted Transactions (FinPtran)
- EDW – Finance Purch Order Invoices (FinPOInv)
- EDW – Finance Travel and Expense
- EDW – HRFIN BOS Expenses (HRFinExp)
- Encumbrance Reporting
- General Ledger Reporting
- Operating Ledger Reporting
- Payroll Expense Reporting
- EDW – Finance Accounts Receivable (Fin_AR)

Data resources available

Universes, OLAP cube, and editable reports

Refreshed monthly

- DM – Expense Trends Reporting
  - Expense Trends Analysis (Excel OLAP Cube)*
    https://www.aits.uillinois.edu/services/reports_and_data/bi_analytics/expense_trends_analysis/

- DM – Finance Grants Lifecycle
  - UR_FIGR_GRANT_DETAIL
  - Proposal_Listing_by_College_by_FY

- DM – Finance Grants Summary
  - UR_FIGR_GRANT_DETAIL
  - Active_Grants_By_College

*Additional security may need to be requested

Data resources available

Universes

Refreshed daily

- EDW – Finance CFOAPAL (FinCFOAPAL)
- EDW – Finance Fixed Assets (FinFixdA)
  - UR_FIFA_Commodity_Search
  - UR_FIFA_Fixed_Assets_By_Org
  - UR_FIFA_FIXED_ASSETS_Pending_List
  - UR_FIGL_LOCATION
- EDW – Finance Grants AR
- EDW – Finance Grants ITD
  - UR_FIGR_GRANT_DETAIL
  - GrantDirectIndirectExpITD

- EDW – Finance Grants Proposals (FinGRNTP)
  - Proposal_By_Dept
- EDW – Finance ICR
- EDW – Finance Merchant Card Trans
  - Global_Payment_Transactions_by_Org
  - iPay_Transactions_by_College
  - iPay_Transactions_by_College_Dept_Org
  - Pcard_Transactions_Outside_Org
  - Pcard_Unreconciled_Transactions
- EDW – Finance Posted Transactions (FinPtran)

Data resources available

Universes

Refreshed daily

▶ EDW – Finance Purch Order Invoices (FinPOInv)

  ▶ Purchase_Order_Listing

▶ EDW – Finance Travel and Expense

  ▶ Line_item_detail

  ▶ Unattached_Tcard_Purchases

  ▶ Unprocessed_ERs

▶ EDW – HRFIN BOS Expenses (HRFinExp)

  ▶ UR_FIGR_GRANT_DETAIL

  ▶ Detailed_Monthly_Expenses

▶ EDW – Finance Ledgers OL GL

  ▶ Expense_by_Chart_Dept

  ▶ GL_Transactions_by_Fund_Account

  ▶ Permanent_State_Budget

  ▶ Rogue_CFOAPAL_Listing_Fund_3

  ▶ Rogue_CFOAPAL_Listing_Funds_1_2

  ▶ Rogue_CFOAPAL_Listing_Funds_4_5_60

  ▶ Aggregate_Expenditures_Account_Type

  ▶ Banner_Transactions

  ▶ Budget_Transactions_Both_Sides_Entry

  ▶ Cash_Fund_Balances_Gift_Self_Supporting _Fund

  ▶ State_Institutional_Accounted_Budget_BBA

Data resources available

Universes

Refreshed daily

- Encumbrance Reporting
- General Ledger Reporting
  - FIGL_Asset_Liability_Statement
  - FIGL_Asset_Liability_Transactions
- Operating Ledger Reporting
  - FIOL_Encumbrance_Balances
  - FIOL_Misclassified_FOAPAL
  - FIOL_Revenue_Expense_Transfer_Statements

- FIOL_Revenue_Expense_Transfer_Statements_Inception_to_Date
- FIOL_Revenue_Expense_Transfer_Transactions
- UR_FIGL_College_Multifund_Management_Report
- UR_FIGL_Operating_Ledger_By_Org
- Payroll Expense Reporting
- EDW – Finance Accounts Receivable (Fin_AR)*
  - UR_FIAR_FIN_Ledger_AR_Payment_Trans

*Additional security may need to be requested.

Where do I start?

- **Try to use/modify an existing report**
  - A report writer has most likely already picked to most effective and efficient source.
    - Many universes contain the same data. Context and additional data may vary.
    - Newer data sources may perform better.
  - Necessary logic will already be written into the query filters, variables and/or formulas.
    - Fund Type Levels and Account Type Levels are helpful in organizing and eliminating data.
    - Creating variables can be difficult when using multiple queries.
  - If multiple queries are used, the required links will already be established.
    - Linking data across sources is essential.
    - Merging additional data fields may change the sources relationships.

Where do I start?

- ## Operating Ledger Reporting
  - The vast majority of users should start with this universe when building a report from scratch.
  - This source contains Banner processed transactions, including:
    - Document numbers such as Purchase Order numbers, Invoice numbers, and TCard and PCard transactions.
    - Fund Type and Account Type levels are available to create specialized statements.
    - Grant Codes are available for that level of reporting.
  - This universe has multiple links to supplement data for other sources such as TEM, PCard, Posted Transactions and the Purchase Order Invoices universes.

Items to keep in mind when building a report

▶ Check your numbers against Standard Reports or Banner

▶ Understand what folders contain context and how to work with context

▶ How is the data to be used/distributed?

▶ Understand the difference between a query filter and report filter

Questions? Concerns?

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▶ **Our website:**
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